



<b>Ethnicity</b>		
Hispanic or Latino	Not Hispanic or Latino	Did Not Identify

<b>Race (Select all that apply)</b>		
American Indian or Alaskan Native	Black or African American	White
Asian	Native Hawaiian or Pacific Islander	Did Not Identify

<b>Disability Status</b>		
Special Disabled	Disabled	Not Disabled

<b>Last Branch of Military Service</b>		
Air Force	Coast Guard	Marines
Army	Navy	Space Force

<b>Military Service Component</b>		
Active Duty	Guard	Reserve

**Military Entry Date**

**Military Discharge Date**

<b>Military Discharge Status</b>		
Honorable	Other than Honorable	Entry Level or Non-Characterized
General	Bad Conduct	

**Period of Military Service**

Gulf War Era II (Sep 2001 – present)

Gulf War Era I (Aug 1990 – Aug 2001)

Other Service Period: after Vietnam Era and before Gulf War Era I (May 1975 – Jul 1990)

Vietnam Era (Aug 1964 – Apr 1975)

Other Service Period: after Korean War and before Vietnam Era (Feb 1955 – Jul 1964)

Korean War (Jul 1950 – Jan 1955)

## Enrollment

**Service Start Date**

**Enrollment Quarter**

Q1: Jul-Sep

Q2: Oct-Dec

Q3: Jan-Mar

Q4: Apr-Jun

**Co-Enrolled in American Job Center (AJC)**

Yes

No

**Date Received First Service with AJC**

Participant Declined

**Additional Co-Enrollments – Select all that apply.**

Federal Emergency Management Agency (FEMA)

SSVF-Shallow Subsidy (Rental Assistance)

Veterans Affairs (VA) Grant and Per Diem (GPD)/Transitional Housing

Native American Housing Assistance and Self-Determination Act (NAHASDA)

Supportive Services for Veteran Families (SSVF)

VA Supportive Housing (VASH)

**Eligibility**

At Risk of Homelessness

Homeless

**Population Served**

Incarcerated Veteran  
Transitioning Program  
(IVTP) Eligible

Episodic Homeless

Homeless with Children

**Housing Status at Enrollment**

Unsheltered Homeless

Sheltered Homeless/Temporary Supportive Housing

Permanent Supportive Housing

Permanent Housing

Other

**Service Delivery Area (SDA) Exception**

Check box if participant is receiving services outside of the grant’s approved SDA under an SDA exception. See [Veterans’ Program Letter \(VPL\) 05-19](#) Exception for the Provision of Emergency Services by HVRP Grantees Outside of their Approved SDA.

**Service Delivery Area (SDA)**

Enter location information that is most applicable to the participant at the time of enrollment.

State	County	City	ZIP Code

**Service Delivery County Living Wage – Hourly Rate**

Use the [Living Wage Calculator](https://livingwage.mit.edu) (https://livingwage.mit.edu) to find the living wage for the participant's service delivery county. Input the living wage hourly rate shown for the county based on one adult and the participant's number of dependent children (min=0 to max=3).

**Employment History**

Enter the approximate number of days the participant experienced each employment condition described below. Consider only the 90 days preceding the enrollment start date.

**Unemployed**

Number of days (non-consecutive), within the past three months prior to the date of enrollment, that the participant was unemployed.

Days:

**Employed Below County Living Wage**

Number of days (non-consecutive), within the past three months prior to the date of enrollment, that the participant was employed below the service delivery county living wage.

Days:

**Training**

**Date of First Training**

Training Type	Date Provided	# of Hours	Date Provided	# of Hours	Date Provided	# of Hours	Date Provided	# of Hours
Apprenticeship								
Career Technical								

PY24 HVRP Participant Tracking Sheet

Training Type	Date Provided	# of Hours	Date Provided	# of Hours	Date Provided	# of Hours	Date Provided	# of Hours
Customized								
Entrepreneurial								
Occupational Skills								
On-the-Job (OJT)								
Other								

## Services

Enter the Date Provided in each service category.

Service	Date Provided	Date Provided	Date Provided	Date Provided	Date Provided
Accommodations for Persons with Disabilities					
Child/Dependent Care					
Drug and Alcohol Counseling					
Educational Supplies and Fees					

PY24 HVRP Participant Tracking Sheet

Service	Date Provided	Date Provided	Date Provided	Date Provided	Date Provided
Employment Adjustment Services					
Financial Counseling					
Health Care Service					
Job Placement Services					
Job Search Assistance					
Legal Aid Services					
Temporary Shelter					
Transitional Job					
Transportation					
Work Attire/Tools/Equipment					
Other Service					

## Exit

Service End Date			
<b>Exit Quarter</b>			
Q1: Jul-Sep	Q2: Oct-Dec	Q3: Jan-Mar	Q4: Apr-Jun
<b>Follow-Up: 2nd Quarter After Exit</b>			
Q3: Jan-Mar	Q4: Apr-Jun	Q5: Jul-Sep	Q6: Oct-Dec
<b>Follow-Up: 4th Quarter After Exit</b>			
Q5: Jul-Sep	Q6: Oct-Dec	Q7: Jan-Mar	Q8: Apr-Jun
<b>Housing Status at Exit</b>			
Unsheltered Homeless	Permanent Supportive Housing	Unknown	
Sheltered Homeless/ Temporary Supportive Housing	Permanent Housing	Other	
<b>Placed into Employment</b>	<b>If no, indicate other reason for exit</b>		
Yes	Deceased	Incarcerated	
No	End of Grant	Relapse/Institutionalized	
	Grantee Discretion	Reserve Forces called to Active Duty	
	Health/Medical	Unresponsive	
		Other	

Definitions: Other reason for exit	
<ul style="list-style-type: none"> <li>• <b>Deceased:</b> Participant is deceased.</li> <li>• <b>End of grant:</b> Participant is exiting solely due to the conclusion of the grant's period of performance.</li> <li>• <b>Grantee Discretion:</b> Grant recipient initiated the participant's exit and will not place or provide services to the participant for at least 90 days after exit. Specify the reason(s) for exiting the participant in the case file.</li> <li>• <b>Health/Medical:</b> Participant is receiving medical treatment that is expected to last longer than 90 days and it precludes placement into employment or continued enrollment.</li> <li>• <b>Incarcerated:</b> Participant has been incarcerated in a correctional institution.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Relapse/Institutionalized:</b> Participant has become a resident of an institution or facility providing 24-hour support such as a hospital or treatment center.</li> <li>• <b>Reserve Forces called to Active Duty:</b> Participant is a member of the National Guard or other reserve military unit of the armed forces that has been called to active duty for at least 90 days.</li> <li>• <b>Unresponsive:</b> Participant has not responded to the grant recipient's attempts to continue services for at least 90 days.</li> <li>• <b>Other:</b> Participant has exited without placement for a reason not described above. Specify the other reason(s) in the case file.</li> </ul>

## Placement

### Occupation at Placement

- |   |  |
|---|--|
| 11 – Management                                   | 37 – Building and Grounds Cleaning and Maintenance |
| 13 – Business and Financial Operations            | 39 – Personal Care and Service                     |
| 15 – Computer and Mathematical                    | 41 – Sales and Related                             |
| 17 – Architecture and Engineering                 | 43 – Office and Administrative Support             |
| 19 – Life, Physical, and Social Science           | 45 – Farming, Fishing, and Forestry                |
| 21 – Community and Social Services                | 47 – Construction and Extraction                   |
| 23 – Legal  | 49 – Installation, Maintenance, Repair             |
| 25 – Education, Training, and Library             | 51 – Production                                    |
| 27 – Arts, Design, Entertainment, Sports, & Media | 53 – Transportation and Material Moving            |
| 29 – Health Care Practitioners and Technical      | 55 – Military Specific                             |
| 31 – Health Care Support                          | 00 – Other   |
| 33 – Protective Service                           |  |
| 35 – Food Preparation and Serving Related         |  |

Employment Placement Type			Hourly Wage at Placement
Full Time	Part Time	Gig Work	Unknown

#### Definitions: Employment Placement Type

- **Full Time:** At least 30 hours per week.
- **Part Time:** Less than 30 hours per week.
- **Gig Work:** Hours vary based on demand; independent contractor, or self-employed (1099/non-W2).
- **Unknown:** Unable to verify work hours.

## Follow Up

### 1<sup>st</sup> Quarter After Exit

First Quarter After Exit – Data Collection Date	Total Number of Hours Worked in the 1 <sup>st</sup> Quarter After Exit	Hourly Wage in the 1 <sup>st</sup> Quarter After Exit



**2<sup>nd</sup> Quarter After Exit**

Second Quarter After Exit – Data Collection Date	Total Number of Hours Worked in the 2 <sup>nd</sup> Quarter After Exit	Hourly Wage in the 2 <sup>nd</sup> Quarter After Exit

**Occupation at Placement**

- |   |  |
|---|--|
| 11 – Management                                   | 37 – Building and Grounds Cleaning and Maintenance |
| 13 – Business and Financial Operations            | 39 – Personal Care and Service                     |
| 15 – Computer and Mathematical                    | 41 – Sales and Related                             |
| 17 – Architecture and Engineering                 | 43 – Office and Administrative Support             |
| 19 – Life, Physical, and Social Science           | 45 – Farming, Fishing, and Forestry                |
| 21 – Community and Social Services                | 47 – Construction and Extraction                   |
| 23 – Legal  | 49 – Installation, Maintenance, Repair             |
| 25 – Education, Training, and Library             | 51 – Production                                    |
| 27 – Arts, Design, Entertainment, Sports, & Media | 53 – Transportation and Material Moving            |
| 29 – Health Care Practitioners and Technical      | 55 – Military Specific                             |
| 31 – Health Care Support                          | 00 – Other   |
| 33 – Protective Service                           |  |
| 35 – Food Preparation and Serving Related         |  |

**3<sup>rd</sup> Quarter After Exit**

Third Quarter After Exit – Data Collection Date	Total Number of Hours Worked in the 3 <sup>rd</sup> Quarter After Exit	Hourly Wage in the 3 <sup>rd</sup> Quarter After Exit

**4<sup>th</sup> Quarter After Exit**

Fourth Quarter After Exit – Data Collection Date	Total Number of Hours Worked in the 4 <sup>th</sup> Quarter After Exit	Hourly Wage in the 4 <sup>th</sup> Quarter After Exit

**Occupation in the 4<sup>th</sup> Quarter After Exit**

**Occupation at Placement**

- |   |  |
|---|--|
| 11 – Management                                   | 37 – Building and Grounds Cleaning and Maintenance |
| 13 – Business and Financial Operations            | 39 – Personal Care and Service                     |
| 15 – Computer and Mathematical                    | 41 – Sales and Related                             |
| 17 – Architecture and Engineering                 | 43 – Office and Administrative Support             |
| 19 – Life, Physical, and Social Science           | 45 – Farming, Fishing, and Forestry                |
| 21 – Community and Social Services                | 47 – Construction and Extraction                   |
| 23 – Legal  | 49 – Installation, Maintenance, Repair             |
| 25 – Education, Training, and Library             | 51 – Production                                    |
| 27 – Arts, Design, Entertainment, Sports, & Media | 53 – Transportation and Material Moving            |
| 29 – Health Care Practitioners and Technical      | 55 – Military Specific                             |
| 31 – Health Care Support                          | 00 – Other   |
| 33 – Protective Service                           |  |
| 35 – Food Preparation and Serving Related         |  |